







# Room rental rates for companies and individuals, valid from 6th June 2020

Rates for infrastructure and services (personnel costs, etc.) are inclusive of 7.7 % VAT / The room rate is not subject to VAT.

Room/Hall	 U-Form	 Carree-Form	 Parlamentarische Bestuhlung	 Blockbestuhlung	 Stuhlreihen	 Stuhlkreis	Rate CHF 5 hours	Daily rate CHF
<b>Meeting Room Bietschhorn</b>	9 Pers.	9 Pers.	9 Pers.	9 Pers.	9 Pers.	9 Pers.	200.-	250.-
<b>¼ Banquet Hall West/East</b>	12 Pers.	24 Pers.	25 Pers.	16 Pers.	36 Pers.	18 Pers.	400.-	500.-
<b>½ Banquet Hall South</b>	-	40 Pers.	55 Pers.	28 Pers.	78 Pers.	40 Pers.	500.-	700.-
<b>1/1 Banquet Hall</b>	-	-	120-130 Pers.	-	172 Pers.	50 Pers.	700.-	1'000.-
<b>Theatre Hall with frontstage</b>	-	-	-	-	587 Pers.	-	-	1'100.-
<b>Theatre Hall with frontstage/ dressing rooms</b>	-	-	-	-	587 Pers.	-	-	1'700.-

The special hygiene and protection regulations in accordance with the Federal Office of Public Health FOPH, the protection concept and the supplement "Important information for external persons" as well as the general terms and conditions of the La Poste Culture and Congress Centre apply.

Catering in the La Poste Culture and Congress Centre is provided exclusively by the Restaurant La Poste. For this reason there is no rental fee for a dining room reservation. Other rooms (meetings, etc.) will be charged according to the rate regulations. See overleaf for an overview of rates and for ordering infrastructure and personnel.

Note on cancellation: if the organizer cancels the reservation, 30 % of the fees for use must be paid as compensation from three weeks before the event and 50 % from one week before the event. The general terms and conditions of the La Poste Culture and Congress Centre are considered part of your rental contract. For details of sound and lighting equipment with effects (e.g. disco ball, LED spots, moving lights, etc.) see the technical rider.



**Neues Coronavirus**  
**SO SCHÜTZEN WIR UNS.**

Aktualisiert am 6.7.2020

**Jetzt unbedingt neue Regeln einhalten:**

- Testen:** Bei Symptomen sofort testen lassen und zuhause bleiben.
- Tracing:** Zur Rückverfolgung wenn immer möglich Kontaktdaten angeben.
- Isolation/Quarantäne:** Bei positivem Test: Isolation, Bei Kontakt mit positiv getesteter Person: Quarantäne.

**Weiterhin wichtig:**

- Abstand halten
- Engführung: Hände waschen, wenn möglich mit Seife
- Kein Niesen in die Hände
- Wenig oder keine Berührung
- In Transportmitteln oder öffentlichen Verkehrsmitteln Abstand halten
- Nur wenn notwendig und wenn unvermeidbar Berührung

[www.bag-coronavirus.ch](http://www.bag-coronavirus.ch)

Schweizerische Eidgenossenschaft  
Confédération suisse  
Confederazione Svizzera  
Confederaziun Svizra  
Swiss Confederation

Bundesamt für Gesundheit BAG  
Office fédéral de la santé publique OFSP  
Ufficio federale della sanità pubblica UFSP  
Urząd Federalny ds. Saności Publicznej UFiSP

# Daily rates and inventory list

TS= Theatre Hall BS= Banquet Hall

Number	Infrastructure	Amount
1 pc.	Mobile screen 3x4m BS	Free of charge
.....	Additional mobile screen 3x4m BS	150.00
2 pc.	Mobile screen 2x2m BS/TS	Free of charge
1 pc.	Fixed screen 3x4m ½ BS	Free of charge
1 pc.	Cinema screen 5x10m TS	Free of charge
.....	Screen with frame (stage) 3x2.25m	Free of charge
1 pc. each	Opera films TS (beige & white)	Free of charge
6 pcs.	Flip chart	Free of charge
4 pcs.	Pinboard	Free of charge
9 pcs.	Magnetic board for posters F4 mobile BS	Free of charge
On request	SYMA exhibition boards per metre	on request
1 each	Tableside desk/speaker's desk	Free of charge
6 pcs.	High table/Cube white	10.00
(m2)	Stage platforms (1x2m) various heights	effectively charged
1 pc.	Electric piano	150.00
1 pc.	Grand piano without tuning <sup>1)</sup>	500.00
.....	Music stands	at cost
1 pc.	Conductor's platform / Conductor's desk	50.00
1 pc.	Acoustic Ceiling / Ceiling canvas	on request
.....	Smoke machine	100.00
.....	Ground fog machine	220.00
.....	1 filling of CO <sub>2</sub> for ground Fog machine	150.00
.....	Hazer smoke machine (fine haze in the room)	100.00
.....	Dance floor/Carpet	200.00
.....	Carpet frontstage TS (red or anthracite)	50.00
---	Costs for laying the carpet on the frontstage (menpower)	320.00
1 pc.	Curtain as room divider TS (R1-10)	120.00
---	Cots for setting the curtain (as room divider) in the theatre hall	effectively charged
---	Decoration and curtains BS	on request
---	Numbered ticket set per performance	200.00
---	Advance booking with reservation system	5 % of turnover
2 pcs.	Survey-Terminal for finding guest satisfaction	from 25.00/pc
.....	Waste/additional cleaning	effectively charged

Number	Audio / Video	Amount
.....	Sound system incl. 1 microphone wired BS	120.00
.....	Speaker (Box) for sound from laptop BS	50.00
.....	Additional wired microphone	30.00
.....	Handheld radio microphone (max. 8 radio links BS/16 TS in house)	120.00
.....	Headset radio microphone (max. 8 radio links BS/16 TS in house)	120.00
1 pc.	High-performance beamer 20'000 L TS ½ Day	500.00
1 pc.	High-performance beamer 20'000 L TS 1 Day	700.00
1 pc.	Mobile beamer 5'000 Lumen	150.00
1 pc.	Ceiling beamer 12'000 Lumen HD ready ½ Day (whole BS)	300.00
1 pc.	Ceiling beamer 12'000 Lumen HD ready 1 Day (entire BS)	450.00
1 pc.	Ceiling beamer 8'000 Lumen standard (½ BS)	150.00
1 pc.	Beamer 6'000 lumen HD ready ½ Day (TS)	300.00
1 pc.	Beamer 6'000 lumen HD ready 1 Day (TS)	450.00
1 pc.	LED-TV (180cm Ø) incl. DVD unit	150.00
1 pc.	LCD-TV (106cm Ø) incl. DVD-Set	120.00
3 pcs.	Video monitor for speakers on stage and gallery (BS & TS)	30.00
2 pcs.	Overhead projector 250 W / 400 W	free of charge
1 pc.	3-D Overhead projector + Video camera (beamer required)	50.00
1 pc.	Speaker live camera incl. beamer (TS) ½ Day	300.00
1 pc.	Speaker live camera incl. beamer (TS) 1 Day	300.00
1 pc.	Blu-Ray-Player	400.00
1 pc.	Media server	300.00
---	(Static) Video / Sound recording on USB stick (incl. stick)	30.00
1 pc.	Disco ball (Ø70cm)	20.00
8 pcs.	UV fluorescent lamp	5.00
6 pcs.	Moving Light (multifunctional spotlight)	250.00
4 pcs.	Moving Light (area light)	150.00
---	Internet connection / WLAN	Free of charge
<b>Remarks</b>		

**Rates for infrastructure and services (personnel costs, etc.) including 7.7 % VAT.**

**The room rate is not subject to VAT.**

<sup>1)</sup> The costs of tuning the grand piano shall be covered by the hirer. The order is placed by La Poste CC. By signing the rental contract, the tenant agrees to these rates and the General Terms and Conditions.

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